Type of Meeting: 2016 Board of Directors

Meeting Location: Ewald, Room A Downstairs Conference Center, St. Paul, MN 55114, Suite 252
Dial in: 1-888-875-1833, Participant Passcode: 5696856553#, Moderator: 8464166303#

Meeting Facilitator: Tami Maddio, Board Chair

Invitees: Past Chair: Heather Albrecht  Private Sector: Brandon Tourtelotte
Chair-Elect: Scott Freburg  Local Government: Eric Kopras
Treasurer: Tim Loesch  Higher Education: Stacey Stark
Secretary: Leah Sperduto  At-Large: Andrew King-Scribbins
Conference Chair: Ryan Stovern  Past Conference Chair: Gerry Sjerven
Conference Chair-Elect: Jane Mueller  MnGEO Ex-Officio: Dan Ross
State Government: Zeb Thomas  MnGAC Ex-Officio: Gerry Sjerven

I. Call to order  Maddio
II. Roll call  Maddio
III. Approval of meeting agenda & Committee reports  Maddio
IV. Review action items & Approval of minutes from last meeting  Sperduto
V. Review & Approval of April Treasurer’s reports  Loesch
VI. Open Issues/New business  Loesch
   a) Board Budget Review and Approval  Maddio
   b) Ewald Contract Review  Maddio
   c) Event Grants Discussion  Maddio
   d) Approval of Mid-West Regional Generation and Transmission Utility Event Grant  Sjerven
   e) Scholarship Budget Draft  Stark
   f) UMGEOCON  Albrecht
   g) Conference Update  Stovern
   h) Google Docs Review  Stovern
   i) Other issues/ Ewald round robin

VII. Adjournment
Committee Business Summary Reports

a) Awards  
Mark Kotz

b) Communication  
Kitty Hurley/Mike Dolbow

c) Conference  
Ryan Stovern

d) Database & Website  
Gerry Sjerven

e) Education  
Stacey Stark/Scott Freburg

f) Executive  
Tami Maddio

g) Finance  
Tim Loesch

h) Future Conference  
Ryan Stovern/Adam Snegosky

i) Networking  
Zeb Thomas

j) Scholarship  
Stacey Stark

k) Spring Workshops  
Michelle Trager/Len Kne

l) Ad Hoc, Utilities  
Brandon Tourtelotte

m) Ad Hoc, UMGEOCON  
Heather Albrecht

n) Ad Hoc, K-12 Database  
Scott Freburg

o) Ad Hoc, WLIA  
Ryan Stovern
Conference Committee – May 2016 (Ryan Stovern & Jane Mueller)

1. Subcommittee Reports
   a. Keynote Speakers
      ✓ Wednesday Lunch Speaker
         o To be discussed with MDE
      ✓ Thursday Keynote
         o Marine Archaeologist Carrie Sowden of the National Museum of the Great Lakes.
         o www.inlandseas.org
         o Offered a booth for the duration of the conference as well. They are very interested in having a booth
         o Ashley is working on logistics.
         o Speaker fee is free will donation. We will be donating $1000 to the National Museum of the Great Lakes.
         o Speaker Agreements was sent on Thursday March 10th
         o Speaker Agreement has been returned Thursday April 14th.
      ✓ Friday Keynote
         o Dana Starkell will be talking about a journey that he went on with his Dad and Brother from Winnipeg to the Amazon via Canoe.
         o www.paddletotheamazon.com
         o $1500 will be his speaking fee
         o Speaker agreement was sent March 10th. Has been returned.

   b. K-12
      i. K-12 will be housed in Gooseberry 1-3 Rooms and Split Rock Room

   c. ESRI HOLL
      i. Has been confirmed by Esri.

   d. Pre-Conference Workshops
      i. As of May 16th there are 9 confirmed workshops

   e. Conference Sessions
      i. As of May 16th there are 7 submitted abstracts

   f. Facilities/Technology

   g. Entertainment

   h. Fun Run

   i. Social Media and Communication
      i. CFP Announcement sent out via e-announcement and social media
      ii. Exhibitor Prospectus was sent out

   j. Awards
k. User Groups/Birds of a Feather

l. Higher Education, Mentor Program, and Poster Competition

m. Geolounge

n. Vendors
   i. Vendor Registration is Open
   ii. As of May 16th there are zero vendors
   iii. As of May 16th there are zero sponsorships

2. Meeting Timeline- Subject to Change
   a. May- 24th @ 10am
   b. June- 7th, @ 10am June 21st at DECC 1pm. Lunch will be served at 12pm
   c. July-5th,20th @ 10am
   d. August-2nd,16th,30th @ 10am
   e. September- 13th,27th @ 10am
   f. October-11th @ 10am Conference 26th-28th
   g. November- 8th Wrap Up @ 10am
May 2016
Communications & Outreach Committee Updates

1) Posted Content to Social Media (Facebook, Twitter & LinkedIn)
   a) Spring Workshop content announcement x3
   b) Conference Call for Presentations
   c) NW GIS User Group
   d) Spring Workshops Networking Event
   e) Call for Nominations for the Polaris and Lifetime Achievement Awards
   f) Geospatial Destiny Story – what influenced your career
   g) Student Assistantship Program announcement

2) Social Media Governance
   - The committee has made minor changes to the LinkedIn group membership approval procedure.
   - The changes reflect the updated procedures the committee uses to accept, or reject members into
     the LinkedIn group to avoid spam, and/or unsolicited messages/updates to the Consortium’s
     membership.
   - The committee is still seeking approval from the Board on these changes and assistance with the
     News Blog concept

3) Social Media Update
   a) Social Media Statistics Update:
      i) Twitter – 323 followers (up 8)
      ii) Facebook – 197 likes (up 11)
      iii) LinkedIn – 949 members (down 1)
         (1) Action required: Need to update e-mail address connected to LinkedIn Account,
         linkedin@mngislis.org
Event Grant
Guidelines and Application Form

Are you looking for financial support for your GIS/LIS activity or event? The MN GIS/LIS Consortium can provide limited funding for printing and mailing costs, meeting room rental fees, food services, speaker fees and advertisements for GIS/LIS activities or events in Minnesota. Awards are typically less than $1000 per request.

Requirements of the grant application:
- Requests must be made at least one month prior to the event itself to allow time for Board review and approval.
- A generalized budget statement for the event should be submitted with the application, showing anticipated total costs and the planned use of Consortium funds and any other sponsorships or contributing funds.

Upon approval of event grant funding, the following conditions apply:
- The event must be open to the GIS/LIS community in Minnesota.
- Organizers should use every reasonable attempt to use the Mn GIS/LIS logo and name in event promotion.
- When the event is completed, organizers will provide a summary of the event suitable for the Consortium’s website.
- Organizers must submit a budget summary document to the Consortium detailing the actual use of the Consortium’s awarded funds.

The Minnesota GIS/LIS Consortium’s policy is to provide the event grant money only after the event has been held and after the proper event budget summary information has been provided to the Board of Directors for their review. In rare cases, the Consortium Board of Directors may approve distribution of the funds before the event is held.

An online request form is available on the Consortium website - www.mngislis.org. We look forward to reviewing your request.
Part A: Contact Person Information

Date:
Applicant:
Organization:
Address:
Phone:
E-mail:

Part B: Event Description

Name of event:
Purpose of event:

Where and when will the event be held:
Anticipated target audience:

Requested amount:

Proposed Budget: (please include any sponsorships, other funds or in-kind donations)

Is this event open to Mn GIS/LIS members only or the general public?

Part C: Consortium Promotion Activities

Briefly describe how you plan to acknowledge the Consortium at your sponsored event.

Please check all other promotion activities you are willing to consider (a Board member will be in touch with details)

☐ Mn GIS/LIS logo on hand-outs
☐ Contribute to Mn GIS/LIS Blog about the event
☐ Promotion on Mn GIS/LIS social media (facebook, twitter, and LinkedIn)
☐ Mn GIS/LIS e-announcement to full membership
☐ Link to Mn GIS/LIS on event website

Part D: Receipt of Past Consortium Funding

Have you received funding from the Consortium to support outreach activities in the past (OR within the last two years)?

___YES  ___NO

(This is for informational purposes and will have no impact on your present request.)